

## HIJH PTO BOARD GENERAL MEETING MINUTES

Friday, January 8th, 2016

9:30--11:10 AM

HIJH Small Conference Room

Attendees: Becky Gerig, Paul Count, Julie King, Stacy Puhls, Tim Baldwin, Kristina Bucciarelli, Stacy Nielson

1.) Welcome--Becky Gerig

2.) Approval of November meeting minutes--Paul Count motioned to approve, Julie King seconded the motion and all approved.

3.) Mr. Mankin not in attendance to give school update

4.) Committee updates

a) Spirit Wear-- \$60 in sales at band concert and \$80 in online sales in December. Large inventory of spirit wear available. Sweatshirt/t-shirt sale for dated materials 15/16. Purchase a sweatshirt for \$20 and get a free t-shirt (these are the dated items). Julie King and Jen Watkins will oversee the selling of the inventory and to include Amy Stivers in communications.

**ACTION ITEM: Julie and Jen to work on sales of the spirit wear inventory.**

b) Staff Appreciation--December Holiday breakfast was very successful, costs were minimal with committee donations of many food items instead of catering. PTO gifted three Keurig coffee makers to the staff, one for each of the workrooms and parents donated K-cups for staff use. Next staff appreciation lunch is January 15, 2016 with lunch catered and parents providing additional food items. Lunch will also be provided in February.

c) Eight grade party--no update at this time.

d) Pantherfest--Volunteer spot has been set up. Four pages for event registration have been created and ready to be submitted for approval and distribution, activities have been scheduled and budget will be reviewed

with submitted costs. Wrist bands will cost \$15 purchased in advance and \$20 at the door. HIJH will supply/lend supplies for activities. Meeting immediately following board meeting to discuss budgets and income potential with HIJH conducting events instead of vendors.

e) Fall PTO Fundraiser--Nearly half of the Entertainment books were returned to the school and not sold. The fundraiser raised nearly \$3,500 with expenses of \$367, which included \$50 to each of the top sellers in each grade and gifts to the office staff and aides for assisting in the return and packaging of the Entertainment books not sold and returned to the vendor.

f) Panther Rewards--Chair for committee has taken on additional responsibilities and has stepped down as chairperson. New Chairperson will need to be recruited. HIJH received a check for approximately \$800 for box tops and it was determined this was not our rewards, Box Tops was contacted to return the funds and they informed HIJH to keep it and not return.

g) Dine-to-Donate--November Hot Box Pizza event raised \$140, approximately double the usual dine-to-donate amount. No update on future events.

**ACTION ITEM: Julie King to contact Chair about future events.**

5.) Treasurer's Report--Paul Count distributed the treasures report. The 990EZ was filed by Paul.

6.) The Youth Mentoring Initiative was tabled for a future meeting.

7.) Jen Watkins created a new Volunteer Spot for HIJH to differentiate from the Fall Creek Junior High spot and end confusion between the the two.

8.) Upcoming dates:

staff appreciation meal January 15th

next PTO meeting is Friday, February 12th

Pantherfest March 18th

